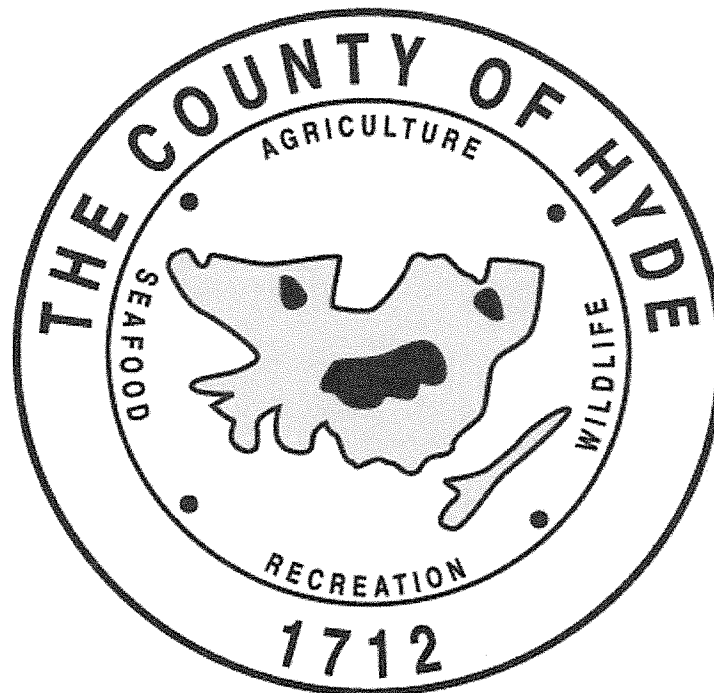


HYDE COUNTY BOARD OF COMMISSIONERS MEETING PACKET

October 6, 2014



Hyde County Courthouse Multi-purpose Room

30 Oyster Creek Road, Swan Quarter, NC

and

Ocracoke School Commons Area

120 School House Road, Ocracoke, NC

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 6, 2014**
Presenter: **Chairman Barry Swindell**
Attachment: **No**

ITEM TITLE: **OPENING**

SUMMARY: Call to Order
 Opening Prayer
 Pledge of Allegiance

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 6, 2014**
Presenter: **Chairman Barry Swindell**
Attachment: **Yes**

ITEM TITLE: **CONSIDERATION OF AGENDA**

SUMMARY: Attached is the proposed Agenda for the October 6, 2014, Regular Meeting of the Hyde County Board of Commissioners.

RECOMMEND: Review, Amend and Approve.

Motion Made By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Vote: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

AGENDA

HYDE COUNTY BOARD OF COMMISSIONERS' MEETING

MONDAY, OCTOBER 6, 2013 – 6:00 PM

CALL TO ORDER OPENING

CONSIDERATION OF AGENDA

CONSIDERATION OF MINUTES

- 1) September 2, 2013 – Regular Meeting Minutes

INTRODUCTION – NWDB WORKFORCE SPECIALIST

EMPLOYEE RECOGNITION

PROCLAMATION – NATIONAL DOMESTIC VIOLENCE MONTH

PUBLIC HEARING – HYDE TRANSIT

- 1) Rural Operating Assistance Program Beverly Paul

APPOINTMENT – HYDE TRANSIT

- 1) Hyde County Transit Board Member Beverly Paul

PRESENTATIONS

- 1) Ocracoke Transit Project – Hyde Transit Beverly Paul, Kris Noble
- 2) Mattamuskeet ECHS – Tru Club Lisa Phillips & Students

PUBLIC COMMENTS

<p>Public Comments are a time for the public to make comments to the County Commissioners. Comments should be kept to three (3) minutes or less and comments should be directed to the entire Board and not to individual members, the staff or to other members of the public. Comments requesting assistance will typically be referred to the County Manager for follow-up or for Board action at a future meeting.</p>
--

APPOINTMENTS

- 1) Engelhard Sanitary District Board Kris Noble
- 2) Debt Setoff Hearing Officer Appointment Mgr. Rich
- 3) Interim Health Director Appointment Wesley Smith

ITEMS OF CONSIDERATION

- 1) Revision to Hyde County Animal Control Fee Schedule Wesley Smith
- 2) Revision of Environmental Health Fee Schedule Wesley Smith
- 3) Ocracoke Community Center (Slide Show)..... Barbara Jemison
- 4) Update – Hyde County Government Center, DSS, PSC Clint Berry
- 5) Swan Quarter Christian Church Parking Lot Upkeep Clint Berry
- 6) AT&T – Nebraska Road Cell Phone Tower Kris Noble
- 7) Map Review Resolution Kris Noble
- 8) Official Depository – Yadkin Bank Corrinne Gibbs
- 9) McClees Consulting Contract Renewal Mgr. Rich
- 10) NC DOT Encroachment Agreement – Outer Banks National Scenic Byway..... Mgr. Rich

11) COMMISSIONER'S CONCERNS

- a. Chairman Barry Swindell
 - i. Use of Social Media to Defame Your Employer
- b. Commissioner John Fletcher
 - i. Why we put contracts out for bid
 - ii. Open Meetings
 - iii. Red Neck ID's
 - iv. Half Fare

BUDGET MATTERS

- 1) BR09-15 Vidant Health Funding

MANAGEMENT REPORTS

The Commissioners and County Manager will share with the public their various activities and ideas for continuous improvement of government services to the citizens. The County Manager will present update on projects ongoing in the County. Manager's calendar included.

PUBLIC COMMENTS

The public is invited to use this time to make comments to the County Commissioners on items discussed during this meeting and/or matters not discussed earlier in the meeting.

CLOSED SESSION (discussion and possible action if required)

ADJOURN

SUPPLEMENTAL INFORMATION

Department Reports

- 1) Tax Department (requires signature)
- 2) Mattamuskeet Senior Center
- 3) Inspections
- 4) Health Department
 - a. Animal Control
 - b. Health
 - c. Board of Health Meeting Minutes
 - d. Albemarle Commission – August 2014 Report
- 5) Social Services
- 6) Human Resources

Informational Items

- 1) Transylvania County – Farewell Celebration for County Manager Artie Wilson
- 2) Surry County
 - a. Resolution on Resettling of Illegal Immigrants Including Unaccompanied Minors
 - b. Resolution on Resettling of Illegal Immigrants Including Unaccompanied Minors From Honduras
 - c. Resolution on Resettling of Illegal Immigrants Including Unaccompanied Minors From El Salvador
 - d. Resolution on Resettling of Illegal Immigrants Including Unaccompanied Minors From Nicaragua
- 3) Gates County
 - a. Resolution Calling For The Release of Sgt. Andrew Tahmooressi by The Government of Mexico
- 4) Moore County
 - a. Resolution Opposing The Proposed Changes to The Rule Defining “Waters of The US”
- 5) Polk County
 - a. Resolution Calling For The Release of Sergeant Andrew Tahmooressi By The Government of Mexico
- 6) Albemarle RC&D Annual Report 2013-2014
- 7) 2014 Legislative Report
- 8) Richard Burr – Letter – Lifeguards at Cape Hatteras National Seashore

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 6, 2014**
Presenter: **Lois Stotesberry, Clerk**
Attachment: **Yes**

ITEM TITLE: **CONSIDERATION OF MINUTES**

SUMMARY: Attached are the September 2, 2014 Regular Meeting Minutes of the Hyde County Board of Commissioners.

RECOMMEND: Review, Amend and Approve.

Motion Made By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Vote: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

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Tuesday, September 2, 2014

The following members were present on the mainland: Commissioners John Fletcher, Dick Tunnell Benjamin Simmons, III, Earl Pugh, Jr. and Barry Swindell; Attorney Fred Holscher; County Manager Bill Rich; Clerk to the Board Lois Stotesberry; and, members of the public.

Following opening prayer by Commissioner Fletcher and pledge of allegiance the meeting was called to order.

Chairman Swindell asked for any changes to the September 2, 2014 meeting Agenda.

Consideration of Minutes:

Public Comments:

Connie Leinbach – asked when downed street signs will be replaced on Ocracoke.

Manager Rich reported signs will be replaced September 29 – October 6.

1 There being no further comments from the public, Chairman Swindell continued the meeting.

2 **Presentations:**

3 **Dare/ Tyrrell/ Hyde 911 Consolidation**

4 Bobby Outten, Dare County Manager, David Clegg, Tyrrell County Manager, and Philip Penny, retired
5 director of Wake County 911 and now a consultant with Mission Critical Partners (MCP) presented the
6 consolidation study of a joint PSAP (Public Safety Answering Point) serving Dare, Tyrrell and Hyde
7 Counties. The consolidation was awarded a State 911 Grant in the amount of \$7 million for the new
8 equipment and facilities. Items of discussion among other things included the advantages for Hyde
9 being part of this consolidation with Dare and Tyrrell Counties.

10
11 Mr. Outten reported another \$4 million will be paid by Dare County for a total project budget of \$11
12 million. Hyde County may have communications (radios, etc.) expenses and repairs in the future.
13 Dare County will manage the consolidated PSAP. Mr. Outten reported Hyde dispatchers can apply for
14 positions and, if qualified, hired to work at the new facility in Manteo. After discussion, it was
15 determined that the State wants consolidation and it is inevitable.

16
17 Commissioner Fletcher moved that Hyde County join with Dare and Tyrrell in creating a 911 system
18 contingent upon the ability of the 911 Board Grant Committee to include Hyde County in the program
19 to the same extent as Tyrrell and Dare Counties. Commissioner Simmons seconded the motion. The
20 motion passed on the following vote: Ayes – Fletcher, Pugh, Tunnell, Simmons and Swindell; Nays –
21 None; Absent or not voting – None.

22
23 Resolution Supporting The Application For A Grant From North Carolina 911 Board was prepared but
24 not necessary at this time.

25 Commissioner Fletcher moved to take a five minute recess. Commissioner Pugh seconded the motion.
26 The motion passed on the following vote: Ayes – Fletcher, Pugh, Tunnell, Simmons and Swindell;
27 Nays – None; Absent or not voting – None.

28
29 The meeting reconvened at 6:55pm.

30
31 **Introduction – Kym Hall & Mark Doudle**

32
33 Manager Rich introduced Kym Hall, Acting Superintendent for the Cape Hatteras National Park
34 Service (NPS) who replaced Superintendent Barclay Trimble, effective August 4th. A new permanent
35 Superintendent will be announced January, 2015.

36
37 Mark Doudle, Deputy Superintendent has been with the Park Service for approximately four months.
38 Mr. Doudle's motto is "be a good neighbor".

39
40 Among other things Ms. Hall discussed projects that she will be working on this fall. They include
41 lifeguard service in 2015 and a visitor friendly lighthouse along with beach access fees. She will also
42 be preparing for the 2017 Park Service five year review. Ms. Hall welcomes input from the Board of
43 Commissioners.

1 **Mattamuskeet Refuge Update - Manager Pete Campbell**

2
3 Manager Rich introduced Refuge Manager Pete Campbell. Mr. Campbell thanked commissioners for
4 *“Resolution Expressing Support For The US Fish And Wildlife Service’s (FWS) Proposed Plan To*
5 *Cooperatively Address Lake Mattamuskeet Water Issues”* adopted September 3, 2013. Mr. Campbell
6 presented update on refuge issues including the health of the lake and wild duck counts. In conclusion,
7 he recommended we be pro-active and solve Mattamuskeet Lake water quality concerns ourselves
8 without regulations.
9

10 **Employee Recognition:**

11 Manager Rich held a moment of silence for Andrea Gregory and her family.

12 **Items of Consideration:**

13 **Ordinance – CDBG-Contingency Infrastructure Project Ordinance Final Revision**

14 Kris Noble, Planner, reported Hyde County has completed the CDBG-Contingency Sewer Extension in
15 coordination with the Engelhard Sanitary District. The force main and all STEP pump systems are in
16 place. Also pump testing and individual plumbing and electrical connections to the 30 units being
17 provided public sewer service have been completed. The new extension is online with the customers
18 being served and billed each month.

19 During construction, the project engineer and contractor advised the county staff and CDBG
20 management consultant that there were some concerns by both the Sanitary District and the county
21 building inspector related to 1) pre-existing “gray water” discharges outside the existing septic tanks,
22 and 2) suggested modifications to existing electrical panel boxes to accommodate the extra circuit
23 required for the pump/alarm control panel. At the progress meeting, all parties agreed that the project
24 could be successfully completed within budget as bid; however, it was also agreed that the project
25 benefit to individual homeowners could be significantly improved if additional CDBG funds could be
26 identified to address these concerns for individual homeowners, who will be required at some point in
27 the future to make these improvements at their own expense if other funds were not available.

28 Hyde County was provided by the grant funder an additional \$25,000 in CDBG funds as an “Add-on”
29 to its existing project through budget revision to the sewer improvements line item. In order to
30 complete all gray water and electrical issues an additional \$5,000 is required in County funds. That
31 allocation is represented in a Budget Revision and Transfer request presented later in this meeting.

32 Commissioner Fletcher moved to approve “Hyde County CDBG-Contingency Infrastructure Program
33 – Project Ordinance Amended” as presented. Mr. Pugh seconded the motion. The motion passed on
34 the following vote: Ayes – Fletcher, Pugh, Tunnell, Simmons and Swindell; Nays – None; Absent or
35 not voting – None.

36 ***Clerk’s Note: A copy of “Hyde County CDBG-Contingency Infrastructure Program – Project Ordinance Amended” is attached herewith as Exhibit A and incorporated herein by reference.***

1
2 **Appointments:**

3 **Map Review Officer**

4 Kris Noble, Planner, reported the Hyde County Office of Economic Development and Planning
5 completes all reviews of plat maps before submission to the Hyde County Register of Deeds. Due to
6 the resignation of Averil Simmons and hiring of Rosemary Johnson, Hyde County Office of Economic
7 Development and Planning requested Ms. Rosemary Johnson be appointed as a Map Review Officer.
8 Ms. Noble also reported she and Johnson will be attending a full day Review Officer Workshop
9 offered by the Land Records Management Program from the North Carolina Secretary of State and
10 North Carolina Property Mappers Association on September 9, 2014 in Williamston.

11 Commissioner Fletcher moved to appoint Rosemary Johnson as a Map Review Officer for Hyde
12 County. Commissioner Pugh seconded the motion. The motion passed on the following vote: Ayes –
13 Fletcher, Pugh, Simmons, Swindell and Tunnell; Nays – None; Absent or not voting – None.

14 **Secretary of Commerce Sharon Decker Visits Hyde County**

15 Kris Noble, Planner, announced Hyde County and the Hyde County Chamber of Commerce will host
16 Secretary of Commerce Sharon Decker on Friday, September 12, to highlight Hyde County's
17 economic development strategic initiatives. Gordon Myers, Executive Director of the North Carolina
18 Wildlife Resource Commission will present current status of the Lodge project and discuss the future
19 of the project. Commissioners Pugh and Simmons will attend. The Chamber of Commerce will
20 sponsor a catered breakfast at Mattamuskeet Lodge.

21 **ABC Board Financial Report**

22 Meredith Nicholson, Chairman, presented financial update on the Hyde County ABC Board. She
23 reported the ABC Board Audit ended on June 30th and is on schedule to be presented to the County by
24 the September 30, 2014 deadline.

25 The next regularly scheduled ABC Board meeting is scheduled for September 8, 2014 at 6:30pm in the
26 Hyde County Government Center, Multi-Use Room, and the Ocracoke School Commons Room using
27 electronic conferencing equipment.

28 Commissioner Swindell moved to return to quarterly ABC Board reports unless Ms. Nicholson needs
29 something with the next report to the Board being due in December. Commissioner Fletcher seconded
30 the motion. The motion passed on the following vote: Ayes – Fletcher, Pugh Simmons, Swindell and
31 Tunnell; Nays – None; Absent or not voting – None.

32 **Clarification of Set Boundary Lines Between Tiers 1, 2 and 3 in West Quarter Service District**

33 Daniel Brinn, Tar-Pamlico River Basin & NCACSP Technician, reported the Swan Quarter Steering
34 Committee met on Wednesday, August 27, to clarify boundary lines between Tiers 1, 2 and 3 in the

West Quarter Service District. This was done to clearly define assessment lines before tax bills are mailed out.

Commissioner Tunnell moved:

1. *The boundary line between Tier 1 and Tier 2 is as follows: Beginning at the westward boundary of the Service District at a 0.1 acre lot owned by the County of Hyde, following Quarter Road eastward and then north until its intersection with Juniper Bay Road, and then following Juniper Bay Road eastward until its intersection with Arch Road and then continuing eastward following the southern boundary of a property owned by the Carolyn B. and Ira B. Hall Trust (NCPIN#8621-88-6392) until its end at the intersection with the dike.*

2. *The boundary line between Tier 2 and Tier 3 is as follows: Beginning at the northern boundary of the Service District at the intersection of US264 and Mapletown Road, following Mapletown Road south and east until its intersection with Quarter Road and continuing eastward following the northern boundary of a property owned by Calvin Blythe Davis (NCPIN#8622-31-3187) and continuing along the northern boundary of a property owned by J. W. and Kathy G. Spencer (NCPIN#8622-60-5969) until its intersection with Juniper Bay Road which marks the eastern boundary of the Service District.*

Commissioner Fletcher seconded the motion. The motion passed on the following vote: Ayes – Fletcher, Pugh, Simmons, Swindell and Tunnell; Nays – None; Absent or not voting – None.

Central Carolina Holdings, LLC Contract

Clint Berry, Utilities Director, reported Central Carolina Holdings, LLC is used to pick up all of the scrap tires in the County. This contractor has been used since the beginning of tire recycling and is the closest tire recycling contractor to Hyde County. Liberty Tire Company bought out Central Carolina Holdings, LLC and a new contract is needed.

Commissioner Tunnell moved to approve the Chairman signing the Central Carolina Holdings, LLC contract. Commissioner Fletcher seconded the motion. The motion passed on the following vote: Ayes – Fletcher, Pugh, Simmons, Swindell and Tunnell; Nays – None; Absent or not voting – None.

Update on Various Projects Ongoing In The County:

Clint Berry, Utilities Director

Construction Projects: GC, PSC and ECB Building – Mr. Berry reported repairs are near completion at the Government Center with no new leaks identified and Southern Piping Company will fix AC unit leaks on the roof; repairs to the Public Safety Center will begin soon after the pre-construction meeting next week; and, renovations to the East Carolina Bank – DSS Building began today.

Manager Rich reported the new Parking Easement Agreement with Vantage South Bank provides 18 parking spaces and we have agreement with Chris Williams for use of 12 parking spaces at The Red & White store totaling 30 spaces.

Bill Rich, County Manager

Ocracoke Stormwater – Manager Rich reported meeting with Justin LeBlanc, Fred Holscher and Chip Stevens, NC DOT on August 27 to discuss Stormwater on Back Road. DOT will cut the road and the Ocracoke Mosquito Control Board will place a tile culvert under the road that will drain into a county owned pond between the school and The Flying Melon Restaurant.

Commissioner Tunnell moved to approve the County to assist with legal and engineering costs associated with the culvert project. Commissioner Pugh seconded the motion. The motion passed on the following vote: Ayes – Fletcher, Pugh, Simmons, Swindell and Tunnell; Nays – None; Absent or not voting – None.

Airport Farmland – Request to Plant

Manager Rich received request from Wilson Daughtry of Alligator River Growers to be allowed to plant Winter Rapeseed on some or all of the leased farm land around the Hyde County Airport. Mr. Daughtry also recommended the County consider some controlled hunting activities during the resident goose season in order to discourage their presence in close proximity to the runway.

Commissioner Simmons moved to approve request to plant Winter Rapeseed on some or all of the leased farm land around the Hyde County Airport. Commissioner Fletcher seconded the motion. The motion passed on the following vote: Ayes – Fletcher, Pugh, Simmons, Swindell and Tunnell; Nays – None; Absent or not voting – None.

Items of Concern – Commissioner John Fletcher

Tabled until next meeting.

Budget Revisions

(FO Use) BR#	Department	Account #	Line Item Account Name/ Explanation	Debit	Credit
BR07-15	Health	10.6180.4501	Contract Mosquito Control		\$ 3,609.00
	Mosquito Control	10.3480.0041	Revenue – Mosquito Control (State)	\$ 3,609.00	
	<i>This revision closes out the budget for the Mosquito Control Program under the Health Department. Funding for this project was eliminated from the State budget for FY2014-15. This revision reduces the budget for the Health Department for FY2014-15.</i>			\$ 3,609.00	\$ 3,609.00
BR08-15	Health	10-5770.4500	Contract Services	\$ 1,500.00	
	Community Transformation Grant Project	10-3480.0051	Revenue – Region 9 CTP LHD Grant		\$ 1,500.00
	<i>Initially informed there would be no funds available to local health departments in Region 9 for close out of the Community Transformation Grant Project (CTGP). Notified on 8/8/14 that \$1,500 was available for the period of 8/1/14 through 9/29/14. Funds will be used to contract with Lisa Phillips, former CTGP Coordinator, to implement the recently adopted tobacco-free policy in Hyde County. While this revision does increase the budget for the CTGP program, there is no local expense to the County of Hyde.</i>			\$ 1,500.00	\$ 500.00
	DSS	10-6140.0051	LIEP (Crisis)		\$ 19,614.00
		10-3470.0001	Social Service Administration	\$ 19,614.00	
	<i>Additional allocation from DHHS. Does increase the budget.</i>			\$ 19,614.00	\$ 19,614.00

BR08-15 was approved administratively.

Commissioner Pugh moved to approve BR07-15 and the DSS budget transfer as presented. Mr. Fletcher seconded the motion. The motion passed on the following vote: Ayes – Fletcher, Pugh, Tunnell, Simmons and Swindell; Nays – None; Absent or not voting – None.

Manager Comments

- NCACC Conference in Asheville was fantastic.
- Barney Slough will remain the new route for ferries. The old ferry channel is being used by boaters. Ed Goodwin will introduce discussion on two 150 passenger ferries (no vehicles). Hyde Transit will apply for grant funds for trams and trolleys on Ocracoke.
- Grant funds in the amount of \$800,000.00 have been awarded to the Hyde County Airport for a new hanger.
- OSHA – Public Safety Center citation was reduced to \$835.00. Manager Rich requested Board approval to challenge the citation.

Commissioner Fletcher moved to challenge the OSHA Public Safety Center Citation to no cost to the County. Commissioner Swindell seconded the motion. The motion passed on the following vote: Ayes – Fletcher, Pugh, Simmons, Swindell and Tunnell; Nays – None; Absent or not voting – None.

Management Reports:

Commissioner Fletcher – no report.

Commissioner Simmons – would like to see Mattamuskeet Lodge re-open. Mr. Simmons also reported Pastor Murray asks that a County representative join him at the September 14 Snow Hill Missionary Church service to welcome Pastor Anthony Brown.

Commissioner Pugh – attended the Albemarle Commission meeting. He reported a new director has been hired and she would like to visit Hyde County.

Commissioner Tunnell – reported the Swan Quarter Dike Committee is functioning and they will observe the new Tier lines in the West Quarter Service District.

Chairman Swindell – will attend “Relay for Life” activities on September 13 and 14 at the Engelhard Recreation Complex.

Commissioners Pugh and Simmons will attend the reception for Mrs. Sharon Decker, NC Secretary of Commerce and Mr. Gordon Myers, Executive Director of the NC Wildlife Commission sponsored by Hyde County and the Chamber of Commerce on September 12 at Mattamuskeet Refuge.

Manager Rich – also presented his August Calendar.

Public Comments:

Chairman Swindell called for comments from the public.

There being no comments from the public, Chairman Swindell continued the meeting.

Closed Session (none)

Adjourn

Commissioner Fletcher moved to adjourn the meeting. Mr. Pugh seconded the motion. The motion passed on the following vote: Ayes – Fletcher, Pugh, Simmons, Swindell and Tunnell; Nays – None; Absent or not voting – None.

The meeting adjourned at 8:07p.m.

Respectfully submitted:

Minutes approved on the 6th day of October, 2014.

Lois Stotesberry, CMC, NCCCC
Clerk, Hyde County Board of Commissioners

Barry Swindell
Chair, Hyde County Board of Commissioners

Attachments:

Exhibit A: *“Hyde County CDBG-Contingency Infrastructure Program – Project Ordinance Amended”*

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: October 6, 2014
Presenter: Phillip A. (Andy) Holloway
Attachment: No

ITEM TITLE: Introduction of new Adult Training & Employment Specialist with the Northeastern Workforce Development Board

SUMMARY: Mr. Holloway has recently been hired by the Northeastern Workforce Development Board. Andy's title is Adult Training & Employment Specialist. Andy's office is located in the Hyde Government Center. His duties include, but are not limited to, workforce placement, training assistance, transportation assistance and child care assistance to unemployed adult individuals and individuals who have been misplaced from employment.

RECOMMEND: INFORMATIONAL ONLY

Motion Made By: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.

Motion Seconded By: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.

Vote: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 6, 2014**
Presenter: **County Manager Bill Rich**
Attachment: **No**

ITEM TITLE: **EMPLOYEE OF THE MONTH**

SUMMARY: Manager Bill Rich will announce the Employee of the Month.

RECOMMEND: **Congratulations.**

Motion Made By: ☐ Barry Swindell
 ☐ Dick Tunnell
 ☐ Ben Simmons
 ☐ John Fletcher
 ☐ Earl Pugh, Jr.

Motion Seconded By: ☐ Barry Swindell
 ☐ Dick Tunnell
 ☐ Ben Simmons
 ☐ John Fletcher
 ☐ Earl Pugh, Jr.

Vote: ☐ Barry Swindell
 ☐ Dick Tunnell
 ☐ Ben Simmons
 ☐ John Fletcher
 ☐ Earl Pugh, Jr.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 6, 2014**
Presenter: **Manager Rich**
Attachment: **Yes**

ITEM TITLE: **PROCLAMATION – NATIONAL DOMESTIC VIOLENCE**
 AWARENESS MONTH

SUMMARY: Hyde County Hotline requests the Board of Commissioners to sponsor an official proclamation to recognize October as Hyde County's "National Domestic Violence Month".

RECOMMEND: Adopt.

Motion Made By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Vote: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Hyde County Hotline, Inc.
Crisis Intervention, Advocacy and Prevention
Domestic Abuse and Sexual Victimization
PO Box 335
Engelhard, North Carolina 27824

LETTER REQUESTING A PROCLAMATION

Bill Rich
County Manager
30 Oyster Creek Rd
Swan Quarter, NC 27885

September 30, 2014

Dear Mr. Rich,

October is *National Domestic Violence Awareness Month*. This month provides an excellent opportunity for our County to demonstrate its support in ending domestic violence and to support the numerous victims who are among us. Moreover, it is a wonderful opportunity to educate the public on the seriousness of domestic violence and the prevalence of this epidemic in our lives.

Hyde County Hotline would be honored if you would sponsor an official proclamation to recognize October as Hyde County's *National Domestic Violence Awareness Month*. Your proclamation would lend official recognition to the important work of educating the public on domestic violence, as well as emphasize your personal commitment to ending this crime. I have enclosed a sample proclamation which may help your office compose the appropriate proclamation for our County.

If you or your staff has any questions concerning the request, the sample proclamation, or *National Domestic Violence Awareness Month*, please call me at 252-925-2502. As always, we appreciate your support of *National Domestic Violence Awareness Month* and ending of domestic violence.

Sincerely,



Eve Richardson
Client Services Director



Kathryn S. Ballance
Executive Director

enc

PROCLAMATION

WHEREAS, the crime of domestic violence violates an individual's privacy and dignity, security and humanity, due to systematic use of physical, emotional, sexual, psychological and economic control and/or abuse including abuse to children and the elderly.

WHEREAS, the problems of domestic violence are not confined to any group or groups of people, but cut across all economic, racial and societal barriers, and are supported by societal indifferences, and

WHEREAS, the impact of domestic violence is wide ranging, directly effecting individuals and society as a whole, here in this community, throughout the United States and the world, and

WHEREAS, it is battered women themselves who have been in the forefront of efforts to bring peace and equality to the home.

NOW, THEREFORE, BE IT HEREBY PROCLAIMED, in recognition of the important work done by domestic violence programs, that the Hyde County Board of Commissioners do hereby proclaim the month of October to be ***National Domestic Violence Awareness Month***, and urge all citizens to actively participate in the scheduled activities and programs to work toward improving victim safety and holding perpetrators of domestic abuse accountable for their actions against individual victims and our society as a whole.

Duly adopted this the 6th day of October, 2014

Attested by:

Barry Swindell, Chairman
Hyde County Board of Commissioners

Lois Stotesberry, Clerk
Hyde County Board of Commissioners

Meeting Date: October 6, 2014
Presenter: Beverly Paul, Director, Hyde Transit
Attachment: No

SUMMARY: The Rural Operating Assistance Program (ROAP) is a state-funded, public transportation grant program administered by the N.C. Department of Transportation. ROAP consists of the Elderly and Disabled Transportation Assistance Program (EDTAP), the Employment Transportation Assistance Program (EMPL), and the Rural General Public (RGP) Transportation Program.

RECOMMEND: Conduct Public Hearing.

FY13-14 Rural Operating Assistance Program Summary

The Rural Operating Assistance Program is a public transportation funding grant that Hyde County has been a recipient of since the creation of Hyde County Transit in 1987. The grantor is the North Carolina Public Transportation Division. The grant has three funding components: Elderly & Disabled Transportation Assistance Program, Employment Transportation Program, and the Rural General Public Program.

The Elderly and Disabled Assistance Program (\$46,067) serves the needs of county residents that are over the age of 60 or more, and residents who have a physical or mental impairment that substantially limits a major life activity. The EDTAP program requires no local match. This funding program was utilized in FY13-14 to provide the following transportation:

Mattamuskeet Senior Center (\$18,963.91) – In FY13-14, Mattamuskeet Senior Center utilized their sub-allocation to provide public transportation for their participants to and from the Senior Center as well as senior health fairs and other activities. Hyde County Transit provided 3,175 passenger trips for the Senior Center program.

Ocracoke Program (\$6,641.22)– In FY13-14, Hyde County Transit sent a vehicle to Ocracoke Island to provide 2 trips per month to the Outer Banks so elderly or disabled residents could obtain their necessary provisions. This is particularly beneficial for the Island residents during the summer months when traffic is at its most congested levels and the families of the elderly and disabled are working long hours during the peak season. In FY13-14, Hyde County Transit performed 528 EDTAP passenger trips. During times when the Hatteras inlet is closed, HCT also provides service to Island residents to Beaufort County.

Hyde County Transit (\$18,267.00) – HCT utilized their sub-allocation to provide in-county as well as out-of-county transportation services for employment access and general transportation needs. In FY13-14, HCT provided 2,303 passenger trips to destinations in-county as well as Belhaven, Washington, Greenville, and the Outer Banks. While our elderly and disabled residents prefer to keep trips as local as possible, they have to access out-of-county transportation services in order to pick-up medications, clothing, and other supplies or that we do not have available within our county.

Rural General Public Program (\$50,654) – In FY13-14, Hyde County Transit utilized \$8,456.84 from this program to serve as local match requirements for the Job Access Reverse Commute Program that operated October 2013 through June 2014. HCT also utilized the RGP funds to provide Job Access services for the period of July 2013 through September 2013. HCT provided a total 1,499 passenger trips for employment access in FY13-14. With the remaining funds, Hyde County Transit provided in-county and out-of-county services to residents for 4-H activities, to visit local government offices and organizations, shopping, to attend local community events and meetings, and to provide connection service to other forms of public transportation such as commercial buslines.

Employment Transportation Program (\$4,394) - This program is intended to provide employment transportation service for individuals that are transitioning off the DSS Work First Program and low-income or disadvantaged general public passengers. The program also provides service to the Employment Security Commission, Job Fairs, and certain employment training opportunities. The program funds were utilized to fulfill the local match requirements for the Job Access Reverse Commute (JARC) Grant.

FY14-15 Rural Operating Projected Services

EDTAP Sub-Allocations – (\$41,781) Decreased \$ 4,286 from FY13-14 Allocation

Mattamuskeet Senior Center- \$17,200- Reflects a \$1800.00 allocation decrease from FY13-14. Proposed services changes may include selecting certain days of the week for outlying areas participants until the number of participants from that area increase.

Ocracoke Program - \$8,000 - Reflects a \$800.00 allocation decrease from FY13-14
HCT is planning on outposting a vehicle on the island for the Medical Express Program. This will also increase awareness and ridership for other services such as the EDTAP program.

Hyde County Transit – \$16,581- Reflects a \$1,686.00 allocation decrease from FY13-14
Sub-allocation was based on previous fiscal year's expenditures with a 10% reduction. Services will include in-county and out-of-county services as was performed for FY13-14.

Rural General Public Program – (\$38,709) Decreased \$11,945 from FY13-14 Allocation

Provides in-county and out-of-county transportation for residents. HCT will also apply some of the allocation towards the local match requirements of the Job Access Reverse Commute Grant that will enable residents to get to and from work.

Employment Transportation Program – (\$4,756) Increased \$362 from FY13-14 Allocation

HCT will utilize these funds for the local match requirement for the Job Access Reverse Commute Grant for residents to get to and from work.

FY2015 ROAP Sub-Allocation Worksheet

Agencies Receiving Sub-Allocations	Elderly and Disabled Transportation Assistance Program		Employment Transportation Assistance Program		Rural General Public Transportation	
	Proposed		Proposed		Proposed	
	Amount of request to be suballocated	Number of One Way Passenger Trips	Amount of request to be suballocated	Number of One Way Passenger Trips	Amount of request to be suballocated	Number of One Way Passenger Trips
Mattamuskeet Senior Center	\$17,200	1648	\$0		\$0	
Ocracoke Program	\$8,000	636	\$0		\$0	
Hyde County Transit	\$16,581	2091	\$4,756	386	\$38,709	5288
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL AMOUNT	\$41,781	4375	\$4,756	386	\$38,709	5288

[illegible]

Initials - MDS Reviewer

County of Hyde
Name of Applicant (County)

Signature - County Finance Director

FY2015 ROAP Sub-Allocation Worksheet

	Elderly and Disabled Transportation Assistance Program			Employment Transportation Assistance Program			Rural General Public Transportation		
	Proposed		Number of One Way Passenger Trips	Proposed		Number of One Way Passenger Trips	Proposed		Number of One Way Passenger Trips
	Amount of request to be suballocated			Amount of request to be suballocated			Amount of request to be suballocated		
Mattamuskeet Senior Center	\$17,200		1648	\$0			\$0		
Ocracoke Program	\$8,000		636	\$0			\$0		
Hyde County Transit	\$16,581		2091	\$4,756		386	\$38,709		5288
	\$0			\$0			\$0		
	\$0			\$0			\$0		
	\$0			\$0			\$0		
	\$0			\$0			\$0		
	\$0			\$0			\$0		
	\$0			\$0			\$0		
	\$0			\$0			\$0		
	\$0			\$0			\$0		
	\$0			\$0			\$0		
	\$0			\$0			\$0		
TOTAL AMOUNT	\$41,781		4375	\$4,756		386	\$38,709		5288

[illegible]

Initials - MDS Reviewer

County of Hyde

Name of Applicant (County)

Signature - County Finance Director

CERTIFIED STATEMENT
FY2015
RURAL OPERATING ASSISTANCE PROGRAM
County of Hyde

WHEREAS, the state-funded, formula-based Rural Operating Assistance Program (ROAP) administered by the North Carolina Department of Transportation, Public Transportation Division provides funding for the operating cost of passenger trips for counties within the state;

WHEREAS, the county uses the most recent transportation plans (i.e. CTSP, CTIP, LCP) available and other public involvement strategies to learn about the transportation needs of agencies and individuals in the county before determining the sub-allocation of these ROAP funds;

WHEREAS, the county government or regional public transportation authorities created pursuant to Article 25 or Article 26 of Chapter 160A of the General Statutes (upon written agreement with the municipalities or counties served) are the only eligible recipients of Rural Operating Assistance Program funds which are allocated to the counties based on a formula as described in the Program Guidelines included in the ROAP State Management Plan. NCDOT will disburse the ROAP funds only to counties and eligible transportation authorities and not to any sub-recipients selected by the county;

WHEREAS, the county finance officer will be considered the county official accountable for the administration of the Rural Operating Assistance Program in the county, unless otherwise designated by the Board of County Commissioners;

WHEREAS, the passenger trips provided with ROAP funds must be accessible to individuals with disabilities and be provided without discrimination on the basis of national origin, creed, age, race or gender (FTA C 4702.1A, FTA C 4704.1, Americans with Disabilities Act 1990); and

WHEREAS, the period of performance for these funds will be July 1, 2014 to June 30, 2015 regardless of the date on which ROAP funds are disbursed to the county.

NOW, THEREFORE, by signing below, the duly authorized representatives of the County of Hyde North Carolina certify that the following statements are true and accurate:

- The county employed a documented methodology for sub-allocating ROAP funds that involved the participation of eligible agencies and citizens. Outreach efforts to include the participation of the elderly and individuals with disabilities, persons with limited English proficiency, minorities and low income persons in the county's sub-allocation decision have been documented.
- The county will advise any sub-recipients about the source of the ROAP funds, specific program requirements and restrictions, eligible program expenses and reporting requirements. The county will be responsible for invoicing any sub-recipients for unexpended ROAP funds as needed.
- The county will monitor ROAP funded services routinely to verify that ROAP funds are being spent on allowable activities and that the eligibility of service recipients is being properly documented. The county will maintain records of trips and services for five years that prove that an eligible citizen was provided an eligible transportation service on the billed date, by whatever conveyance at the specified cost.
- The county will be responsible for monitoring the safety, quality and cost of ROAP funded services and assures that any procurements by subrecipients for contracted services will follow state guidelines.
- The county will conduct regular evaluations of ROAP funded passenger trips provided throughout the period of performance.

- The county will only use the ROAP funds to provide trips when other funding sources are not available for the same purpose or the other funding sources for the same purpose have been completely exhausted.
- The county assures that the required matching funds for the FY2015 ROAP can be generated from fares and/or provided from local funds.
- The county will notify the Mobility Development Specialist assigned to the county if any ROAP funded services are discontinued before the end of the period of performance due to the lack of funding. No additional ROAP funds will be available.
- The county will provide an accounting of trips and expenditures in a semi-annual report and a final year-end report to NCDOT – Public Transportation Division or its designee.
- Any interest earned on the ROAP funds will be expended for eligible program uses as specified in the ROAP application. The County will include ROAP funds received and expended in its annual independent audit on the schedule of federal and state financial assistance. Funds passed through to other agencies will be identified as such.
- The county is applying for the following amounts of FY2015 Rural Operating Assistance Program funds:

State-Funded Rural Operating Assistance Program	Allocated	Requested
Elderly & Disabled Transportation Assistance Program (EDTAP)	41,781	41,781
Employment Transportation Assistance Program (EMPL)	4,756	4,756
Rural General Public Program (RGP)	38,709	38,709
TOTAL	85,246	85,246

WITNESS my hand and county seal, this ____ day of ____, 20__.

Signature of County Manager/Administrator

Signature of Board of County Commissioners Chairperson

Printed Name of County Manager/Administrator

Printed Name of Chairperson

State of North Carolina County of

County Seal Here

Signature of County Finance Officer

Printed Name of County Finance Officer

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 6, 2014**
Presenter: **Beverly Paul**
Attachment: **No**

ITEM TITLE: **APPOINT TRANSIT BOARD MEMBER**

SUMMARY: Transit Director Beverly Paul will present nominees for appointment to the Hyde County Transit Board of Directors for approval by the Board of Commissioners.

RECOMMEND: Appoint.

Motion Made By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Vote: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 6, 2014**
Presenter: **Beverly Paul/Kris Cahoon Noble**
Attachment: **No**

ITEM TITLE: **Overview of Potential Transit Project**

SUMMARY: **Presentation of proposed Ocracoke Transit Project.**

RECOMMEND: **INFORMATIONAL ONLY**

Motion Made By: ___ **Barry Swindell**
 ___ **Dick Tunnell**
 ___ **Ben Simmons**
 ___ **John Fletcher**
 ___ **Earl Pugh, Jr.**

Motion Seconded By: ___ **Barry Swindell**
 ___ **Dick Tunnell**
 ___ **Ben Simmons**
 ___ **John Fletcher**
 ___ **Earl Pugh, Jr.**

Vote: ___ **Barry Swindell**
 ___ **Dick Tunnell**
 ___ **Ben Simmons**
 ___ **John Fletcher**
 ___ **Earl Pugh, Jr.**

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 6, 2014**

Presenter(s): **Lisa Phillips and the Mattamuskeet TRU (Tobacco.Reality.Unfiltered)
Club Students**

Attachment: **No**

ITEM TITLE: **Smoke-Free Hyde County**

SUMMARY: Youth from Mattamuskeet High School will present Certificate of Appreciation to the Board of County Commissioners for their participation in the TRU Club's "Smoke Free Hyde County" campaign.

On May 6, 2013 Mattamuskeet TRU (Tobacco.Reality.Unfiltered) Club Students, Ocracoke I SPEAK (Island Students Promoting Empowerment Among Kids) Club Students, Dr. Erin Baker from the Ocracoke Health Center presented a video they created that promotes the health benefits of a smoke-free Hyde County. Youth from Ocracoke School talked about their participation in I SPEAK/TRU, the 100% Tobacco Free Schools Policy, and the health effects of smoking from a firsthand perspective. Dr. Erin Baker from the Ocracoke Health Center presented the dangers of tobacco use and secondhand smoke. Mattamuskeet High School students wrapped up the presentation by presenting to the Commissioners a "We Support a Smoke-Free Hyde County" banner that was signed by community members and asked the commissioners to consider adopting a local smoke-free ordinance for all grounds that are owned, leased or occupied by the County of Hyde.

On March 10, 2014 the Hyde County Board of Commissioners (4 to 1 vote) adopted "Resolution In Support of Smoking and Use of Vapor Products In County Buildings, On County Grounds (within 25 linear feet of county buildings) and In County Vehicles.

RECOMMEND: **Receive presentation.**

Motion Made By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Vote: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 6, 2014**
Presenter: **Citizens**
Attachment: **No**

ITEM TITLE: **PUBLIC COMMENTS**

SUMMARY: Citizens are afforded an opportunity at this time to comment on issues they feel may be of importance to the Commissioners and to their fellow citizens.

Comments should be kept to (3) minutes and directed to the entire Board, not just one individual Commissioner, staff member or to a member of the audience.

Time for one person cannot be used by another person.

Comments that reflect the need for additional assistance will be directed to the County Manager or referred to a future meeting agenda.

RECOMMEND: Receive comments.

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 6, 2014**
Presenter: **Kris Cahoon Noble**
Attachment: **No**

ITEM TITLE: **Appointment of Tony Spencer to the Engelhard Sanitary District Board**

SUMMARY: **The Engelhard Sanitary District currently has 5 seats on its board; 2 seats are vacant. The Hyde County Board of Commissioners can appoint board members to the Engelhard Sanitary District. Tony Spencer has expressed a willingness to serve on the ESD board.**

RECOMMEND: **APPOINT TONY SPENCER TO THE ENGELHARD SANITARY DISTRICT BOARD**

Motion Made By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Vote: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 6, 2014**
Presenter: **Manager Rich**
Attachment: **No**

ITEM TITLE: **APPOINTMENT – NC LOCAL GOVERNMENT DEBT SETOFF
HEARING OFFICER**

SUMMARY: Since adopting resolution to join (November 2009), Hyde County has participated in the North Carolina Association of County Commissioners (NCACC) Debt Setoff Program. Lois Stotesberry currently serves as the designated Hearing Officer (October 2012) and has recently become the Debt Setoff Contact Person for Hyde County. Someone else is needed to serve as Hearing Officer.

Corrinne Gibbs has served as Hearing Officer in the past and has been asked to serve as the Debt Setoff Hearing Officer for Hyde County. The Hearing Officer position requires Board appointment.

RECOMMEND: **Appoint Corrinne Gibbs as Debt Setoff Hearing Officer.**

Motion Made By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Vote: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: October 6, 2014
Presenter: Wesley P. Smith, Health Director
Attachments: (1) Section 17 – Hyde County Personnel Policies
(2) G.S. 130A-40 Appointment of Local Health Director

ITEM TITLE: Appointment of Interim Health Director

SUMMARY: On Monday, September 22, 2014 Wesley P. Smith submitted his resignation as Health Director for Hyde County, with an effective date of October 24, 2014. At their quarterly meeting on September 23, 2014, the Hyde County Board of Health appointed Luana Gibbs, RN, Public Health Nursing Supervisor II, as Interim Health Director, effective October 25, 2014. Ms. Gibbs will serve as Interim Health Director until a Permanent Health Director has been appointed for the Hyde County Health Department. For the duration of the Interim Assignment, Ms. Gibbs shall receive a pay adjustment in the amount of \$671.00 per month.

RECOMMEND: APPROVE THE APPOINTMENT OF LUANA GIBBS AS INTERIM HEALTH DIRECTOR FOR HYDE COUNTY, EFFECTIVE OCTOBER 25, 2014, WITH A SALARY ADJUSTMENT IN THE AMOUNT OF \$671.00 PER MONTH FOR THE DURATION OF THE INTERIM ASSIGNMENT.

Motion Made By: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.

Motion Seconded By: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.

Vote: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.

Hyde County Personnel Policies

Section 17. Pay for Interim Assignment in a Higher Level Classification

An employee who is formally designated for a period of at least one month to perform the duties of a job that is assigned to a higher salary grade than that of the employee's regular classification shall receive an increase for the duration of the interim assignment. The employee shall receive a salary adjustment to the entry level (Hiring rate) of the job in which the employee is acting or an increase of 10%. Criteria involved in determining the amount of compensation shall include:

- a) the difference between the existing job and that being filled on a temporary basis, and
- b) the degree to which the employee is expected to fulfill all the duties of the temporary assignment.

The salary increase shall be temporary and the employee shall go back to the salary he or she would have had if not assigned to the acting role upon completion of the assignment.

From: Saved by Windows Internet Explorer 8
Sent: Wednesday, September 24, 2014 5:08 PM
Subject: GS_130A-40

§ 130A-40. Appointment of local health director.

(a) A local board of health, after consulting with the appropriate county board or boards of commissioners, shall appoint a local health director. All persons who are appointed to the position of local health director on or after January 1, 1992, must possess minimum education and experience requirements for that position, as follows:

- (1) A medical doctorate; or
- (2) A masters degree in Public Health Administration, and at least one year of employment experience in health programs or health services; or
- (3) A masters degree in a public health discipline other than public health administration, and at least three years of employment experience in health programs or health services; or
- (4) A masters degree in public administration, and at least two years of experience in health programs or health services; or
- (5) A masters degree in a field related to public health, and at least three years of experience in health programs or health services; or
- (6) A bachelors degree in public health administration or public administration and at least three years of experience in health programs or health services.

(b) Before appointing a person to the position of local health director under subsection (a)(5) of this section, the local board of health shall forward the application and other pertinent materials of such candidate to the State Health Director. If the State Health Director determines that the candidate's masters degree is in a field not related to public health, the State Health Director shall so notify the local board of health in writing within 15 days of the State Health Director's receipt of the application and materials, and such candidate shall be deemed not to meet the education requirements of subsection (a)(5) of this section. If the State Health Director fails to act upon the application within 15 days of receipt of the application and materials from the local board of health, the application shall be deemed approved with respect to the education requirements of subsection (a)(5) of this section, and the local board of health may proceed with appointment process.

(c) The State Health Director shall review requests of educational institutions to determine whether a particular masters degree offered by the requesting institution is related to public health for the purposes of subsection (a)(5) of this section. The State Health Director shall act upon such requests within 90 days of receipt of the request and pertinent materials from the institution, and shall notify the institution of its determination in writing within the 90-day review period. If the State Health Director determines that an institution's particular masters degree is not related to public health, the State Health Director shall include the reasons therefor in his written determination to the institution.

(d) When a local board of health fails to appoint a local health director within 60 days of the creation of a vacancy, the State Health Director may appoint a local health director to serve until the local board of health appoints a local health director in accordance with this section. (1957, c. 1357, s. 1; 1973, c. 152; c. 476, s. 128; 1983, c. 891, s. 2; 1983 (Reg. Sess., 1984), c. 1034, s. 75; 1991, c. 612.)

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: October 6, 2014
Presenter: Wesley P. Smith, Health Director
Attachments: (1) Animal Control Fee Schedule Effective 7/1/10
(2) Proposed Animal Control Fee Schedule Effective 8/6/14

ITEM TITLE: Revision to Hyde County Animal Control Fee Schedule

SUMMARY: The current Animal Control Fee Schedule that was approved by the Hyde County Board of Commissioners effective July 1, 2010 included a boarding fee in the amount of \$2.00 per day, as well as the option of a one year rabies vaccination in the amount of \$7.00 or a three year rabies vaccination in the amount of \$14.00. At their quarterly meeting on September 23, 2014, the Hyde County Board of Health approved the attached revised Animal Control Fee Schedule, which increases the boarding fee to \$10.00 per day and removes the option of a one-year rabies vaccination. Increasing the daily boarding fee will serve as a deterrent to owners who allow their pets to run at-large. Requiring a three year rabies vaccination (at a reduced rate) extends the period of time a dog or cat is protected from exposure to rabies, which is in the best interest of public safety. Local health departments must receive approval of both the Board of Health and Board of County Commissioners for new or revised fee schedules.

RECOMMEND: APPROVE REVISION TO ANIMAL CONTROL FEE SCHEDULE,
EFFECTIVE OCTOBER 6, 2014

Motion Made By: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.

Motion Seconded By: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.

Vote: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.

Hyde County Health Department

P.O. Box 100
1151 Main Street
Swan Quarter, N.C. 27885

(252) 926-4200



Revisions to Animal Control Fee Schedule Effective October 6, 2014

Description	Fee
Adoption Fee	55.00
Reclaim Animal Fee	35.00
Boarding Fee (Daily Rate)	10.00
Rabies Vaccination – 1 Year	7.00
Rabies Vaccination – 3 Years	14.00

These revisions to the Animal Control Fee Schedule, with an effective date of October 6, 2014, were reviewed and approved by the Hyde County Board of Health and Hyde County Board of Commissioners on the below respective dates:

Chair, Hyde County Board of Health

Date

Chair, Hyde County Board of Commissioners

Date

Board of Commissioners

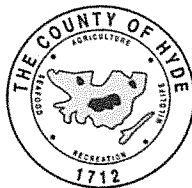
Tom Davis, Chair
Sharon Spencer, Vice Chair
Anson Byrd
Kenneth Collier
Darlene Styron

COUNTY OF HYDE

30 Oyster Creek Road
PO Box 188
SWAN QUARTER, NORTH CAROLINA 27885
252-926-4400
252-926-3701 Fax

David Smitherman
Interim County Manager
Clerk to the Board

Sid Hassell
County Attorney



Hyde County Animal Control Fee Schedule Effective 7/1/10

Adoption Fee	55.00
Reclaim Animal Fee	35.00
Boarding Fee (Daily Rate)	2.00
Rabies Vaccination – 1 Year	7.00
Rabies Vaccination – 3 Years	14.00

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: October 6, 2014
Presenter: Wesley P. Smith, Health Director
Attachments: (1) NC State Laboratory of Public Health Memo of 8/20/14
(2) Current Environment Health Fee Schedule Effective 7/1/06
(3) Proposed Environmental Health Fee Schedule Effective 10/6/14

ITEM TITLE: Revision to Environmental Health Fee Schedule

SUMMARY: Effective with State Fiscal Year 2014/15, the NC State Laboratory of Public Health (NCLPH) revised its Well Water Testing Fee Schedule to cover their costs. Environmental Health Specialists in local health departments were made aware of this revision in August of 2014 (see attached memorandum dated August 20, 2014). In order for the Health Department to absorb the increased cost in certain well water tests, the Hyde County Board of Health at their quarterly meeting on September 23, 2014 approved the attached revised Environmental Health Fee Schedule. There were only three (3) water sample tests that needed to be increased (see attached proposed EH Fee Schedule effective October 6, 2014). Local health departments must receive approval of both the Board of Health and Board of County Commissioners for new or revised fee schedules.

RECOMMEND: APPROVE REVISION TO ENVIRONMENTAL HEALTH FEE
SCHEDULE, EFFECTIVE OCTOBER 6, 2014

Motion Made By: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.

Motion Seconded By: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.

Vote: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.




North Carolina Department of Health and Human Services
Division of Public Health

Pat McCrory
Governor

Aldona Z. Wos, M.D.
Ambassador (Ret.)
Secretary DHHS

Penelope Slade-Sawyer
Director

TO: Environmental Health Specialists
North Carolina Local Health Departments

FROM: Dr. Scott Zimmerman, Director 
NC State Laboratory of Public Health

DATE: August 20, 2015

Thank you for your many comments and concerns related to the SFY15 NCSLPH Well Water Testing Fee Schedule. In response to your correspondence, NCSLPH has assembled information that is attached to this memorandum to clarify the new fee schedule and associated testing panels that have been developed.

Effective SFY15, NCSLPH will maintain one (1) Well Water Testing Fee Schedule that is comprised of various options for testing through clearly defined panels. The SFY15 Fee Schedule will be applied to all Well Water testing (i.e., both existing well and new well water testing) and there will be one (1) Well Water sampling kit per panel for both existing and new well water sampling. The Full Well Water Panel includes the Inorganic Chemistry analytes, including nitrate/nitrite, and the Total Coliform/*E. coli* test performed in our Microbiology laboratory. The fee for this testing is \$74.00 and is the first listing on the Fee Schedule.

Since some health departments are staffed with certified laboratories to perform the microbiological testing and/or Nitrate/Nitrite analyses, two new panels have been added, one with the Inorganic Chemistry analytes plus Nitrate/Nitrite and one without. These new categories are under the Inorganic Chemistry laboratory group on the fee schedule.

New sample submittal forms have been created and will correspond with the various test panels on the fee schedule; these forms will be shipped as part of the kit. The components of the kits will vary based on the selected panel, but will be a combination of the containers currently in use, including 100 mL sterile bottle, cubitainers, plastic tubes, VOA vials, amber bottles, and where applicable ice packs.

Every effort is being made by our staff to make this transition as smooth as possible. Please feel free to contact Cindy Price, Environmental Sciences Manager, at 919.807.8845 or at cindy.price@dhhs.nc.gov if you have questions.

Thanks.

Enclosures

State Laboratory of Public Health

Environmental Sciences well-water testing FY15 fee schedule

Category	FY15 Fee
Full Well Panel	
Inorganic Chemistry and Microbiology	\$ 74
Microbiology	
Total Coliform/ <i>E. coli</i> , P/A – Enzymatic	\$ 23
Total Coliform/ <i>E. coli</i> MPN - Enzymatic	\$ 26
Fecal Coliform, MPN (Quantitray) – Enzymatic	\$ 26
Fecal Coliform/Fecal Streptococcus – MTF	\$ 45
Enterococcus, MPN (Quantitray) – Enzymatic	\$ 26
Iron Bacteria	\$ 28
Sulfur/Sulfate – Reducing bacteria	\$ 35
Pseudomonas – MTF or MPN (Quantitray) Enzymatic	\$ 26
Heterotrophic Plate Count	\$ 20
Inorganic Chemistry	
Inorganic Panel (Metals, Anions, Nitrate/Nitrite)	\$ 65
Inorganic Panel (Metals, Anions)	\$ 60
Metals Panel	\$ 55
Individual Metals (1 – 3 maximum from above, plus Uranium)	\$ 40
Anions – Fluoride, Chloride, and Sulfate	\$ 25
Disinfection By-Products – Bromide, Bromate, Chlorite, Chlorate	\$ 25
Fluoride – Physician, Dentist	\$ 25
Nitrate/Nitrite	\$ 25
Arsenic speciation	\$ 25
Organic Chemistry	
Pesticides	\$ 74
Herbicides	\$ 74
Petroleum Products	\$ 74
Volatile Organic Chemicals	\$ 74
All Laboratories	
Other testing	Contact Environmental Sciences laboratory management 919-733-7308

State Laboratory of Public Health – Environmental Sciences Unit

Well-water testing profiles

Full Well Panel – Microbiology and Inorganic Chemistry

Category	Description
Full Panel	Alkalinity, Arsenic, Barium, Cadmium, Calcium, Chromium, Nitrate/Nitrite, Chloride, Copper, Fluoride, Hardness (Total), Iron, Lead, Manganese, Magnesium, Mercury, pH, Selenium, Silver, Sodium, Sulfate, Zinc, Total Coliform/ <i>E. coli</i>

Microbiology

Category	Description
Total Coliform/ <i>E. coli</i> , P/A	Presence/Absence testing using an enzymatic procedure.
Total Coliform/ <i>E. coli</i> MPN	Enzymatic procedure using the Quantitray system.
Fecal Coliform, MPN (Quantitray)	Enzymatic procedure using the Quantitray system. This method does not determine the number of Total Coliform present in the sample.
Fecal Coliform/Fecal Streptococcus – MTF	Cultural methods using serial dilutions.
Enterococcus, MPN (Quantitray) – Enzymatic	Enzymatic procedure using the Quantitray system.
Iron Bacteria	Centrifugation followed by a microscopic examination.
Sulfur/Sulfate – Reducing bacteria	Presence/Absence testing for sulfur bacteria and for sulfate-reducing bacteria. This method requires a 30-day incubation period.
Pseudomonas – MTF or MPN (Quantitray) Enzymatic	Quantitative determination of the number of Pseudomonas present in a sample using either the Quantitray MPN or cultural MTF.
Heterotrophic Plate Count	Direct plating of multiple sample dilutions.

Other testing: Contact Environmental Sciences laboratory management 919-733-7308

P/A = Presence/Absence

MPN and MTF = Most Probable Number and Multiple Tube Fermentation – quantitative techniques

Inorganic Chemistry

Category	Description
Full Inorganic Panel	Alkalinity, Arsenic, Barium, Cadmium, Calcium, Chloride, Chromium, Nitrate/Nitrite, Copper, Fluoride, Hardness (Total), Iron, Lead, Manganese, Magnesium, Mercury, pH, Selenium, Silver, Sodium, Sulfate, Zinc
Inorganic Panel without Nitrate/Nitrite	Alkalinity, Arsenic, Barium, Cadmium, Calcium, Chloride, Chromium, Copper, Fluoride, Hardness (Total), Iron, Lead, Manganese, Magnesium, Mercury, pH, Selenium, Silver, Sodium, Sulfate, Zinc
Metals panel	Arsenic, Barium, Cadmium, Calcium, Chromium, Copper, Iron, Lead, Manganese, Magnesium, Mercury, Selenium, Silver, Sodium, Zinc
Individual metals	1 – 3 maximum from above, with the addition of Uranium to the sample selection
Anions	Fluoride, Chloride, and Sulfate
Disinfection By-Products	Bromide, Bromate, Chlorite, Chlorate
Fluoride only – Physician, Dentist	Fluoride
Nitrate/Nitrite only	Nitrate, Nitrite
Arsenic speciation	Arsenic ⁺³ and Arsenic ⁺⁵ – Total arsenic must have been previously determined and found to be ≥ 10 ppb.

Other testing: Contact Environmental Sciences laboratory management 919-733-7308

Organic Chemistry

Category	Description
Pesticides	Chlorinated pesticides, Nitrogen-phosphorous pesticides or Glyphosate
Herbicides	Chlorinated acid herbicides
Petroleum Products	Petroleum Analysis and VOC scan
Volatile Organic Chemicals (VOC)	Volatile Organic Compounds

Other testing: Contact Environmental Sciences laboratory management 919-733-7308

Hyde Co. Environmental Health Fee Schedule Effective 7/1/06

On-Site Wastewater Program

Service		Fee
Site Evaluations		
Permits	Conventional 2-4 bedrooms	\$150.00
	Alternative 2-4 BR	\$150.00
	Alternative 5 BR	\$300.00
	Alternative 6 BR	\$500.00
	Alternative 7 BR	\$600.00
	Alternative 8 BR	\$700.00
	Alternative 9-13 BR	\$800.00
	Alternative 14-17 BR	\$1,000.00
	Alternative 18-25	\$1,200.00
	Alternative >25	\$1,400.00
Repairs	Site Visit/permit conventional	\$1,500.00
	Permit for Alternative System	\$75.00
	Mobile Home Relocation	\$150.00
Existing System Inspection	Expansions	\$60
Permit Rewriting		See Permitting fees above
Site Revisits		\$35.00
		\$60.00

Public Water Supply Program		
Service		Fee
Water Samples	Coliform Analysis	\$40.00
	Chemical, Herbicide, Petroleum	\$50.00
	Inorganic	\$40.00

Food and Pool Program		
Service		Fee
Plan Review new facility	New Permit Application	\$200.00
	Transitional Permit Application	\$100.00
Temporary Food Establishments		\$35.00
Pool Operation Permit		\$75.00

Public Management Entity Program (PME)		
System Type		Fee
Type IV	Entrance Fee	\$100.00
	Annual Fee	\$ 35.00
	Contract w/operator	\$216.00
Type V, Va, Vb, Vc, Vd	Entrance Fee	\$200.00
	Annual Fee	\$100.00
Type Va Contract Operator	0-1500 gallons per day	\$288.00
	1501-2999 gpd	\$504.00
	3000 – 10,000 gpd	\$720.00
	>10,000 gpd	\$1,440.00
Type Vb Contract Operator	3000-10,000 gpd	\$720.00
	>10,000 gpd	\$1,440.00
Type Vc Contract Operator		\$504.00
Type Vd Contract Operator		\$720.00
Drainage System		
	Annual Inspection	\$100.00

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 6, 2014**
Presenter: **Barbara Jemison**
Attachment: **No**

ITEM TITLE: **OCRACOKE COMMUNITY CENTER**

SUMMARY: Ms. Jemison will give a slide show presentation of the Ocracoke
Community Center project.

Utilities Director Clint Berry will also show pictures.

RECOMMEND: Receive presentation.

Motion Made By: ☐ Barry Swindell
 ☐ Dick Tunnell
 ☐ Ben Simmons
 ☐ John Fletcher
 ☐ Earl Pugh, Jr.

Motion Seconded By: ☐ Barry Swindell
 ☐ Dick Tunnell
 ☐ Ben Simmons
 ☐ John Fletcher
 ☐ Earl Pugh, Jr.

Vote: ☐ Barry Swindell
 ☐ Dick Tunnell
 ☐ Ben Simmons
 ☐ John Fletcher
 ☐ Earl Pugh, Jr.

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 6, 2014**
Presenter: **Utilities Director Clint Berry**
Attachment: **No**

ITEM TITLE: **ONGOING PROJECTS UPDATE**

SUMMARY: Utilities Director Clint Berry will present update on the following projects ongoing in the County:

- a. Government Center
- b. Public Safety Center
- c. East Carolina Bank Building – DSS

RECOMMEND: Receive report.

Motion Made By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Vote: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 6, 2014**
Presenter: **Clint Berry**
Attachment: **Yes**

ITEM TITLE: **SWAN QUARTER CHRISTIAN CHURCH**
 PARKING LOT UPKEEP

SUMMARY: The maintenance department requests Board approval to purchase a load of rocks for the Swan Quarter Christian Church parking lot. Residents and visitors use this parking lot when conducting business at the Government Center.

RECOMMEND: Approve.

Motion Made By: ☐ Barry Swindell
 ☐ Dick Tunnell
 ☐ Ben Simmons
 ☐ John Fletcher
 ☐ Earl Pugh, Jr.

Motion Seconded By: ☐ Barry Swindell
 ☐ Dick Tunnell
 ☐ Ben Simmons
 ☐ John Fletcher
 ☐ Earl Pugh, Jr.

Vote: ☐ Barry Swindell
 ☐ Dick Tunnell
 ☐ Ben Simmons
 ☐ John Fletcher
 ☐ Earl Pugh, Jr.

Swan Quarter Christian Church

141 2nd Street
Swan Quarter, NC 27885

September 22, 2014

Mr. Bill Rich, Hyde County Manager
Hyde County Board of Commissioners
P. O. Box 188
Swan Quarter, NC 27885

RE: Swan Quarter Christian Church Parking Lot

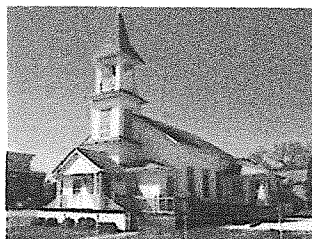
Dear Mr. Rich and Commissioners:

We, the members of the Swan Quarter Christian Church, do hereby respectfully request that the County of Hyde consider purchasing a full load of rock to be used to repair the parking lot across the street from the Hyde County Government Center. There is much use on a daily basis from Hyde County residents and visitors attending meetings, Court and taking care of general business at the Government Center, as well as events that are hosted by the Swan Quarter Voluntary Fire Department. Our church has had few occasions during week days, that there has been a conflict such as a funeral or special church service but each time we have needed consideration, the county has voluntarily assisted with any cars that had to be moved. Our congregation is, however, concerned about the upkeep of our parking lot, and feel the county government should be concerned as well.

After consultation with Mr. J. W. Spencer, of Swan Quarter, who transports and sells rock, as a part of his farm operation, he has quoted our building committee a price that seems reasonable. We urge you to give this your prompt attention, as we are having a number of upcoming events, in the month of October and would like to have this parking lot ready for the Homecoming and revival events. A committee will be happy to meet with you should you need further information. Please consider this a matter for your October commissioners' meeting.

Thank you for your prompt attention and should you have questions, you may contact:

Danny Simpson (252) 542-0099



**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: October 6, 2014
Presenter: Kris Cahoon Noble
Attachment: Yes – Application, including Structural Analysis Report and Construction Drawings

ITEM TITLE: WIRELESS TELECOMMUNICATIONS FACILITY LOCATED AT NEBRASKA ROAD, ENGELHARD, NC

SUMMARY: American Towers, LLC is applying for a new self-support wireless telecommunications tower (known as AT&T Site #176-070 “Fall Guy”, to be located at Nebraska Road, Engelhard, NC. An application was previously submitted for a tower to be located in the same general vicinity on Great Ditch Road. That application was approved at the July 7 Board of Commissioners meeting. It was later determined that the Great Ditch location is deemed to be in a “Historical District” and was therefore not a suitable location. This application replaces the one submitted in July. This tower represents AT&T’s commitment to improve its service coverage in Hyde County and has determined this location as an area of particular need. This tower is built for the use of AT&T, as well as the use of other carriers in the future.

Scope of work includes the installation of a 315’ (including the lighting rod) self-support wireless telecommunications tower.

The Planner has reviewed the Telecommunications Ordinance and found the application and proposed scope of work to be compliant under the Ordinance. The Board of Commissioners must review and approve applications before the building inspector can permit construction.

RECOMMEND: APPROVAL

Motion Made By: ___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher
___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher
___ Earl Pugh, Jr.

Vote: ___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher
___ Earl Pugh, Jr.

September 22, 2014

VIA OVERNIGHT DELIVERY

Office of Planning & Economic Development
Attention: Ms. Kris Noble, Director
30 Oyster Creek Road
Swan Quarter, NC 27885

Re: Application for Proposed American Tower Telecommunication
Tower, located on Nebraska Road, Engelhard, NC

Dear Ms. Noble:

Enclosed is a copy of the sealed site plans for the proposed 300' (315' including the lightning rod) self-support wireless telecommunication tower to be located at Nebraska Road, Engelhard, NC 27824. This site is described as American Tower Site Fall Guy; AT&T Site # 176-070; ATC Site # 280895; PIN# 8663-71-7560. The applicant is American Towers LLC. Any questions or correspondence can be addressed to me as attorney for American Towers LLC at the address, e-mail or phone number below.

Charleston

Charlotte

Columbia

Greensboro

Greenville

Hilton Head

Myrtle Beach

Raleigh

Additional documentation enclosed is as follows:

1. An Appointment of Agent dated 5-12-2014;
2. FCC Compliance Certification dated 5-14-2014;
3. RF Justification Letter dated 5-14-2014 showing the spacing needs of the wireless system in order to provide adequate coverage and capacity to locations that cannot be adequately served by other locations;
4. Colocation Certification;
5. The FAA Determination of No Hazard to Air Navigation

September 22, 2014
Page 2

6. The State Historic Preservation Office Communications Tower Review Form dated 9-10-2014.

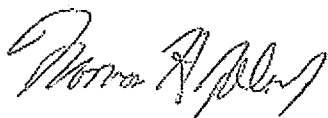
The site should meet the requirements of the County's Ordinance, including setback requirements, fencing, signage, and lighting.

This tower is part of a significant investment by AT&T to improve its service in North Carolina. AT&T recognizes the need for better coverage in Hyde County and has identified the area around this site as an area of particular need. American Tower is building this tower for AT&T's use as well as the use of other carriers in the future.

It is our understanding that you will have this tower placed on the Commissioners' agenda for the October 6, 2014 hearing.

If you have any questions or need any additional information, please do not hesitate to contact me. We look forward to working with you to complete this site.

Very truly yours,

A handwritten signature in black ink, appearing to read "Thomas H. Johnson, Jr.", written in a cursive style.

Thomas H. Johnson, Jr.
Member

Enclosures

cc: Greg Csapo (via email)

Hyde County Planning Department
P.O. Box 188
Swan Quarter, NC 27885

*Application of American Towers LLC to construct a new Wireless
Telecommunications Tower for the following site:*

Site Name: Fall Guy NC
Site Address: Nebraska Road (SR 1110), Engelhard, NC 27824
AT&T Site No. 176-070

AMERICAN TOWERS LLC

American Towers LLC ("AT") is one of the leading independent owner and operator of shared wireless infrastructure. The core business of American Towers LLC involves the engineering, deployment, marketing, ownership, operation and leasing of shared wireless communications sites. The sharing of infrastructure among multiple services lies at the heart of American Tower's business philosophy. Our portfolio of wireless communication sites, including existing towers and rooftops, enables our customers to serve their markets more efficiently and with sensitivity to local planning and zoning jurisdictions. American Towers LLC designs all of our facilities for multiple colocation opportunities for our customers. We endeavor to assist communities in reducing the number of towers in a given jurisdiction by supplying our customers with locations that are ready for them "Just in Time" for their coverage design and wireless performance needs. As one of the largest tower companies in the world, American Towers LLC has master lease agreements, negotiated at arms-length, with all major wireless carriers licensed to operate in North Carolina. In negotiating the rental rates of these master lease agreements, American Towers LLC considers the competitive environment of its business and the presence of other major tower companies such as Crown Castle and SBA. This ensures that American Towers LLC charges only reasonable rates to service providers.

Colocation Certification

American Towers LLC agrees to comply with the Zoning Ordinance of Hyde County, North Carolina and is willing to permit other user(s) to attach communication equipment which do not interfere with the primary purpose of the tower, provided that such other users agree to negotiate a reasonable compensation to the owner from such liability as may result from such attachment.

American Towers LLC

By: _____

Margaret Robinson
Senior Counsel

AUG 26 2014

Communications Tower Review Form

I. Applicant Information:

Preparer/Company: Environmental Corporation of America
Address: 1340 Patton Avenue, Suite K, Asheville, NC 28806
Phone/Fax/E-mail: P: 828-505-0755 F: 828-505-0959 /rachel.sudnik@eca-usa.com

For North Carolina HPO
Use Only

CT 14-1987

II. Tower Information:

 (Attach copy of USGS map or photocopy of quad on reverse; include 1 and 2 mile radius around site)

☒ Raw Land (New) ☐ Co-Location Applicant's Identification # _____
Address: Nebraska Road Near Hwy 264 and Hwy 94
County: Hyde County FCC Registration No. _____
Tower type and height: Self-Support Lattice Quad Name: Middletown-NC (2002)
310 feet (overall height)

III. Identification of Historic Properties

List sites by site number and status: NR = National Register listed; SL = Study List; DOE = Determination of Eligibility;
LD = Local Designation; UA = Unassessed

Archaeology

of recorded sites in immediate area of tower: 2

- No sites noted within Project footprint.
- An Archaeological survey is NOT recommended.

IV. Additional Information/Investigation Needed:

NO Survey
NO Testing of sites
Recommended by/on: LEA / 8-28-14
(Office of State Archaeology)

Architecture

of recorded sites within 0.5-mile radius: _____

HY0458 Pugh-Farrow House
HY0455 Mount Pilgram Baptist Church
HY0454 Farrow Cutherell House
HY0454 Sanford Long House (Gone?)
HY0453 Boomer House and Store (Gone?)
HY0633 Lake Landing Historic District 1986 NR

☐ Photo Reconnaissance
☐ Balloon Test

Recommended by/on: dk
(Survey & Planning Branch)

V. Recommendations/Final Determination:

☐ Recommendations for additional work are shown above.

☒ The proposed communication tower will Not adversely affect historic properties in the area of potential effect.

Renee Gledhill-Earley
Renee Gledhill-Earley, Environmental Review Coordinator

9-10-14
Date

cc: FCC

February, 2001

AUG 27 2014

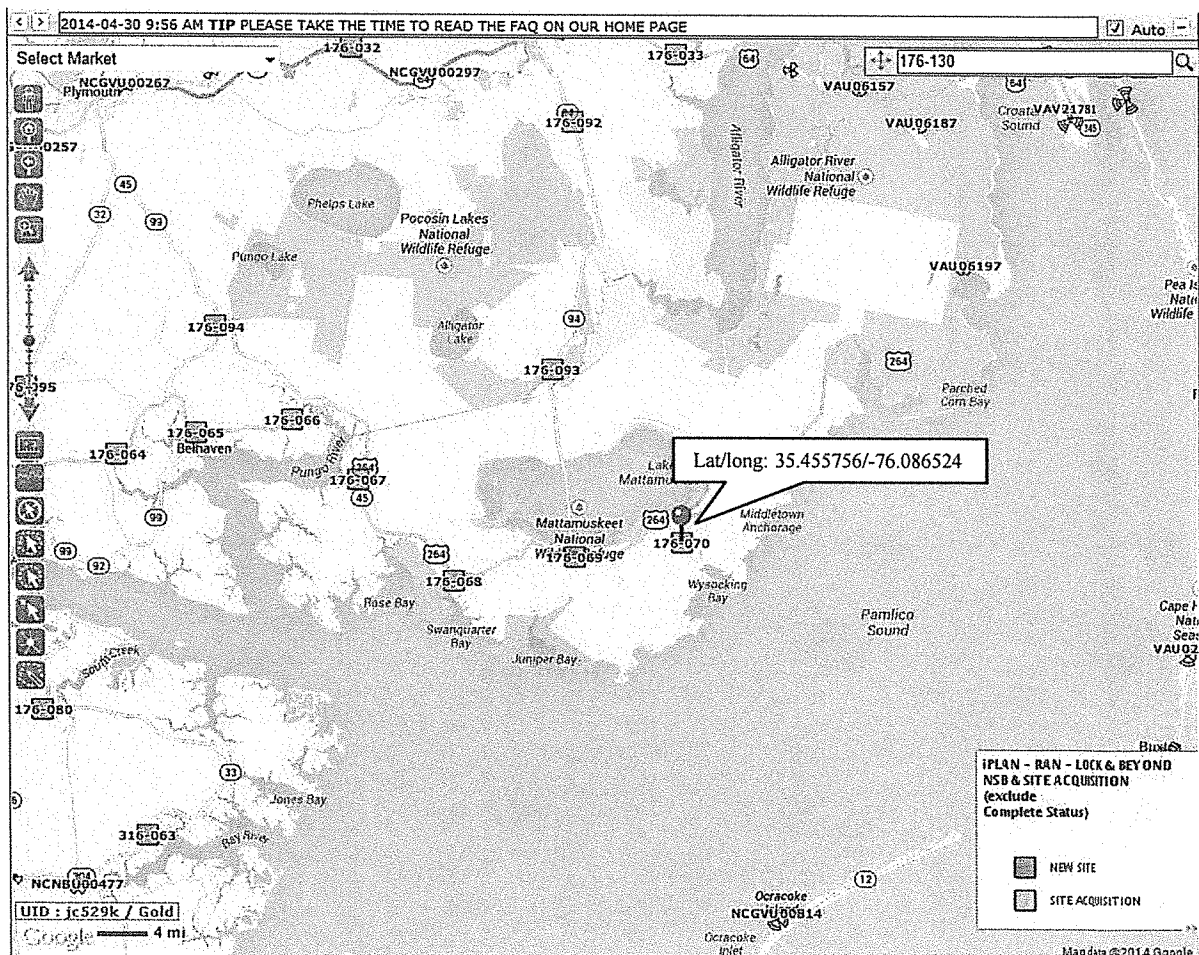


Shohel Chowdhury
Sr. Specialist-RAN Engineer
AT&T Mobility, LLC
Raleigh, NC

DATE: May 14, 2014
SUBJECT: RF Justification for AT&T Wireless Site: 176-070

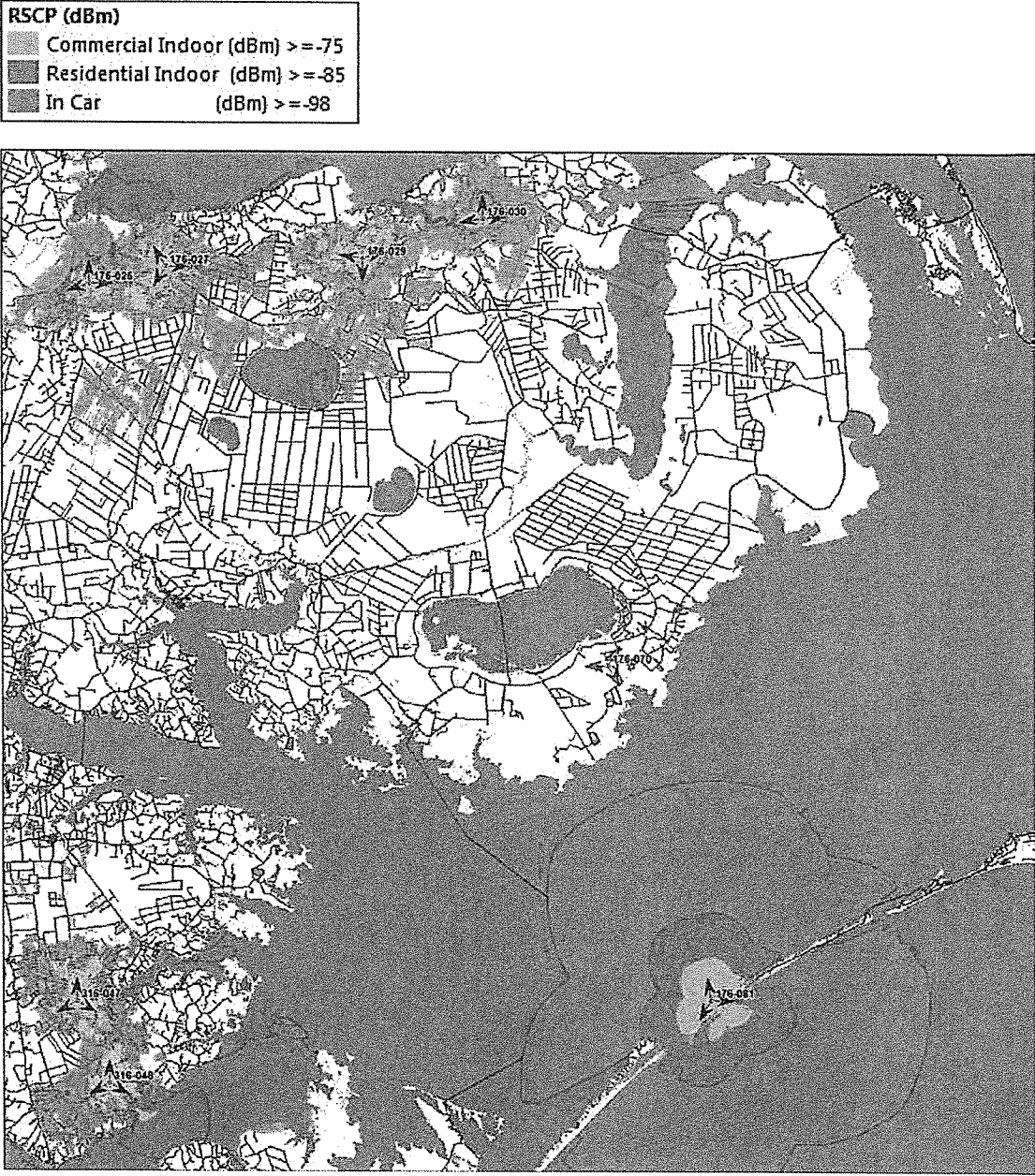
AT&T Mobility has been requested to provide justification for our proposed site 176-070. AT&T Mobility is currently in the process of enhancing/expanding our existing coverage in Hyde County. The proposed site will provide coverage to US 264, Great Ditch Rd, White Plains Rd, Nebraska Rd, High Rd, Middle Creek Rd, Gull Rock Rd and surrounding areas. Existing structures have been utilized whenever possible. Figure 1 shows the general area within Hyde County that the new site will be located. In Figure 1 blue text and corresponding icons indicate the location of all existing sites and the white text box indicates the location of the proposed site.

Figure 1: Map of AT&T Wireless' Existing and Proposed Sites






Currently AT&T Mobility does not have any coverage in the concerning area. Refer to Figure 2, which shows coverage without the proposed site 176-070.

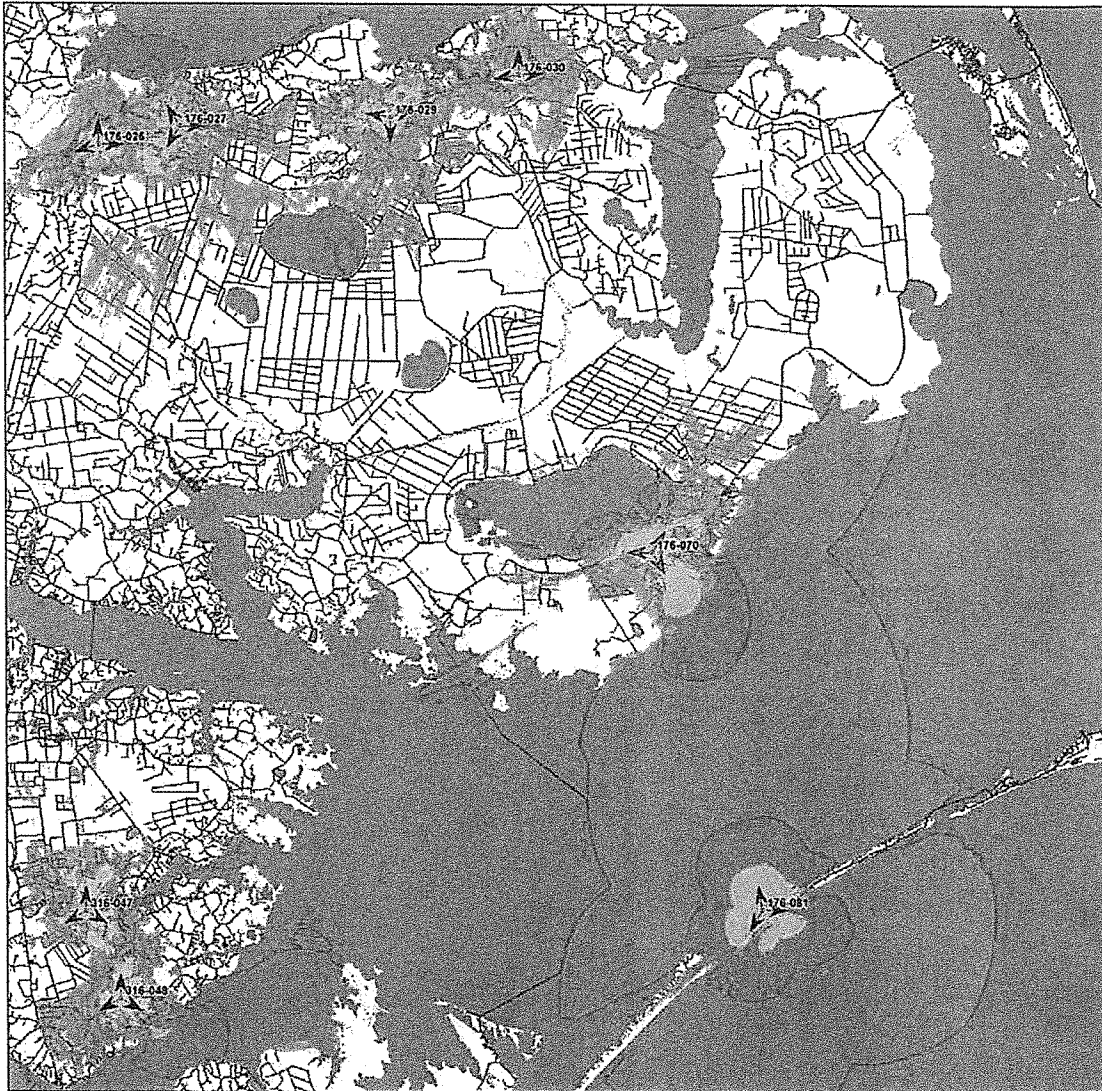
Figure 2: Map of AT&T Wireless' Coverage without 176-070



With the addition of proposed site 176-070 AT&T Mobility will provide coverage to US 264, Great Ditch Rd, White Plains Rd, Nebraska Rd, High Rd, Middle Creek Rd, Gull Rock Rd and surrounding areas in Hyde, NC. Refer to Figure 3 which shows coverage with proposed site 176-070.

Figure 3: Map of AT&T Wireless' Coverage with 176-070

RSCP (dBm)	
	Commercial Indoor (dBm) ≥ -75
	Residential Indoor (dBm) ≥ -85
	In Car (dBm) ≥ -98



Shohel Chowdhury

Shohel Chowdhury
Sr. Specialist-RAN Engineer
AT&T Mobility LLC.



AT&T Mobility, LLC
Raleigh, NC

DATE: May 14, 2014
SUBJECT: FCC Compliance Assessment for Proposed AT&T Mobility Site 176-070.

AT&T Mobility has been requested to evaluate the radio frequency emissions of our proposed site 176-070. In addition, AT&T Mobility has been requested to address other RF related topics such as transmitter operation and maximum permissible output power levels. The remainder of this report will address all RF related items requested by Hyde County Zoning/Planning for proposed site 176-070.

Transmitter Operation

AT&T Mobility is licensed to operate the following frequencies in Hyde:

700 LTE: (Lower bands) 710-716 MHz C Block and 740-746 MHz C Block.

1900 UMTS: 1860-1865 MHz and 1940-1945 MHz A Block, 1870-1885 MHz and 1950-1965 MHz B Block.

2100 LTE: 1710-1720 MHz and 2110-2120 MHz A Block, 1730-1735 MHz and 2130-2135 MHz C Block.

2300 LTE: 2305-2310 MHz and 2350-2355 MHz A Block, 2310-2315 MHz and 2355-2360 MHz B Block.

The Ericsson Node B base station transmitters AT&T Mobility utilizes have a maximum output level of 60 watts. AT&T Mobility utilizes the GSM, LTE and UMTS digital technology. As a result our transmitters utilize Gaussian Minimum Shift Keying (GMSK), 16-State Quadrature Amplitude (16QAM), 64-State Quadrature Amplitude (64 QAM) and Quadrature Phase Shift Keying (QPSK) modulation. Precision filters limit unwanted and spurious emissions to levels below the FCC specification. The signals being transmitted will not interfere with the operation of commercial radio, cellular radio, television, telephone or other FCC approved communication equipment. For proposed site 176-070, only LTE 700 and UMTS 1900 technology will be deployed upon initial launch.

Maximum Permissible Output Power

The maximum permissible output power for UMTS 1900 band per sector is 1640 Watts of effective radiated power (ERP) from the antennas in Hyde County. The proposed site 176-070 will only be transmitting 748 total watts ERP.

The maximum permissible output power for LTE 700 band per sector is 1000 Watts of effective radiated power (ERP) from the antennas in Hyde County. The proposed site 176-070 will only be transmitting 236 total watts ERP.

RF Exposure (NIER levels)

The FCC states in 47 CFR 1.1310 that the maximum permissible exposure (MPE) level from non-ionizing electromagnetic radiation (NIER) to the general population at cellular and PCS frequencies is 1.0 milliwatt per centimeter squared (mW/cm²). MPE is a measure of the RF power density at or below which there are no potential harmful effects from the exposure.

Power density calculations are based on guidelines given by the ANSI Standard C95.1-1992 and are based on a worst case scenario. For analysis purposes, worst case conditions were chosen for all output power levels based on the deployment of LTE and UMTS technologies. The site is being deployed initially with 6 transmitters. For analysis purposes, 15 transmitters were used. A summary of the results of the power density calculations for site 176-070 is listed below in **Table 1** and **Table 2**.

Distance From Tower (Feet)	Power Density (mw/cm2)	% FCC Standard
1	0.0000327	0.013062
25	0.0000324	0.012968
50	0.0000235	0.009409
75	0.0000168	0.006737
100	0.0000386	0.015423

Table 1: Power Density Summary for Site 176-070 for UMTS 1900 Band

Distance From Tower (Feet)	Power Density (mw/cm2)	% FCC Standard
1	0.0000040	0.0032345
25	0.0000065	0.0053293
50	0.0000104	0.0084596
75	0.0000138	0.0112786
100	0.0000155	0.0126463

Table 2: Power Density Summary for Site 176-070 for LTE 700 Band

As shown in **Table 1**, the maximum power density will not exceed 0.0000386 mW/cm² at ground level in 1900 Band and as shown in **Table 2**, the maximum power density will not exceed 0.0000155 mW/cm² at ground level in 700 Band. Moreover, the average energy expected near ground level is less than 1% of the MPE level. **This level does not exceed the MPE limit set by the Federal Communications Commission or the American National Standards Institute.**

Based upon the ANSI/FCC standard and the predicted levels of electromagnetic energy emitted by site 176-070, this installation will be of no safety concern to the general public.

Sincerely



Shohel Chowdhury
Sr. Specialist-RAN Engineer
AT&T Mobility LLC.

Appointment of Agent

American Tower site "Fall Guy", 280895/AT&T 176-070

The undersigned, Blair Beard ("Owner") hereby appoints Nexsen Pruet, PLLC as Owner's exclusive agent for the purpose of petitioning Hyde County for all necessary zoning, site plan, building permit and other local governmental approvals required for the location of a wireless telecommunications tower on the property located at Nebraska Road, PIN# 8663-71-7560, including, without limitation, the following:

1. To submit the proper applications and the required supplemental materials.
2. To appear at public meetings to give representation and commitments on behalf of the Owner.
3. To act on the Owner's behalf without limitation with regard to any and all things directly or indirectly connected with or arising out of the applications for zoning, site plan, building permit and other local governmental approvals required for the wireless telecommunications tower.

This agency agreement shall continue in effect until written notice of revocation by the Owner is delivered to Hyde County.

This the 12 day of May, 2014

Agent's Name, Address & Telephone

Nexsen Pruet, PLLC

4141 Parklake Avenue, Ste. 200

Raleigh, NC 27612

919-786-2764

Signature of Owner(s)

Blair Beard



Mail Processing Center
Federal Aviation Administration
Southwest Regional Office
Obstruction Evaluation Group
2601 Meacham Boulevard
Fort Worth, TX 76193

Aeronautical Study No.
2014-ASO-5938-OE

Issued Date: 06/19/2014

Regulatory Compliance FAA FCC
American Tower, LLC
10 Presidentail Way
Woburn, MA 01801

**** DETERMINATION OF NO HAZARD TO AIR NAVIGATION ****

The Federal Aviation Administration has conducted an aeronautical study under the provisions of 49 U.S.C., Section 44718 and if applicable Title 14 of the Code of Federal Regulations, part 77, concerning:

Structure: Antenna Tower 280895 - Fallguy NC
Location: Englehard, NC
Latitude: 35-27-07.06N NAD 83
Longitude: 76-05-09.55W
Heights: 2 feet site elevation (SE)
310 feet above ground level (AGL)
312 feet above mean sea level (AMSL)

This aeronautical study revealed that the structure does not exceed obstruction standards and would not be a hazard to air navigation provided the following condition(s), if any, is(are) met:

As a condition to this Determination, the structure is marked/lighted in accordance with FAA Advisory circular 70/7460-1 K Change 2, Obstruction Marking and Lighting, a med-dual system - Chapters 4,8(M-Dual),&12.

It is required that FAA Form 7460-2, Notice of Actual Construction or Alteration, be e-filed any time the project is abandoned or:

☐ At least 10 days prior to start of construction (7460-2, Part 1)
☒ Within 5 days after the construction reaches its greatest height (7460-2, Part 2)

This determination is based, in part, on the foregoing description which includes specific coordinates , heights, frequency(ies) and power . Any changes in coordinates , heights, and frequencies or use of greater power will void this determination. Any future construction or alteration , including increase to heights, power, or the addition of other transmitters, requires separate notice to the FAA.

This determination does include temporary construction equipment such as cranes, derricks, etc., which may be used during actual construction of the structure. However, this equipment shall not exceed the overall heights as indicated above. Equipment which has a height greater than the studied structure requires separate notice to the FAA.

This determination concerns the effect of this structure on the safe and efficient use of navigable airspace by aircraft and does not relieve the sponsor of compliance responsibilities relating to any law, ordinance, or regulation of any Federal, State, or local government body.

Any failure or malfunction that lasts more than thirty (30) minutes and affects a top light or flashing obstruction light, regardless of its position, should be reported immediately to (877) 487-6867 so a Notice to Airmen (NOTAM) can be issued. As soon as the normal operation is restored, notify the same number.

A copy of this determination will be forwarded to the Federal Communications Commission (FCC) because the structure is subject to their licensing authority.

If we can be of further assistance, please contact our office at (404) 305-7084. On any future correspondence concerning this matter, please refer to Aeronautical Study Number 2014-ASO-5938-OE.

Signature Control No: 218636777-221402888

(DNE)

Darin Clipper
Specialist

Attachment(s)
Case Description
Frequency Data
Map(s)

cc: FCC

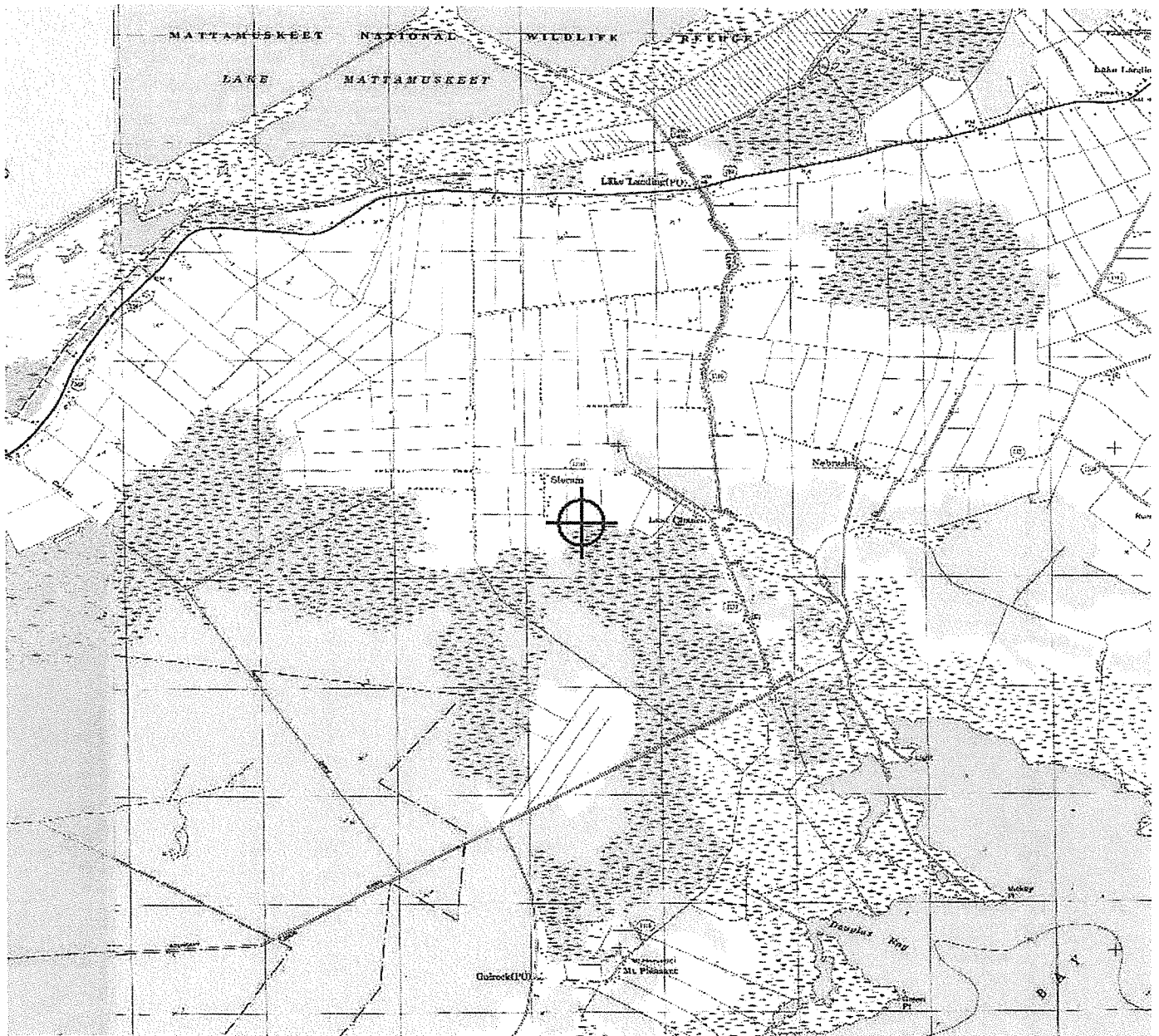
Case Description for ASN 2014-ASO-5938-OE

New Tower

Frequency Data for ASN 2014-ASO-5938-OE

LOW FREQUENCY	HIGH FREQUENCY	FREQUENCY UNIT	ERP	ERP UNIT
698	806	MHz	1000	W
806	824	MHz	500	W
824	849	MHz	500	W
851	866	MHz	500	W
869	894	MHz	500	W
896	901	MHz	500	W
901	902	MHz	7	W
930	931	MHz	3500	W
931	932	MHz	3500	W
932	932.5	MHz	17	dBW
935	940	MHz	1000	W
940	941	MHz	3500	W
1850	1910	MHz	1640	W
1930	1990	MHz	1640	W
2305	2310	MHz	2000	W
2345	2360	MHz	2000	W

TOPO Map for ASN 2014-ASO-5938-OE



Sectional Map for ASN 2014-ASO-5938-OE

